



City of NORFOLK

C: Dir., Norfolk Community Services Board

To the Honorable Council
City of Norfolk, Virginia


December 15, 2015

From: Sarah Paige Fuller, Director, Community
Services Board

Subject: Grant Award from the
Virginia Department of Behavioral
Health and Developmental Services -
\$165,000

Reviewed: 
Wynter C. Benda, Deputy City Manager

Ward/Superward: Citywide

Approved: 
Marcus D. Jones, City Manager

Item Number:

R-1

I. **Recommendation:** Adopt Ordinance

II. **Applicant:** City of Norfolk

III. **Description:**

This agenda item is an ordinance to accept a grant from the Virginia Department of Behavioral Health and Developmental Services ("DBHDS") in the amount of \$165,000 to provide housing assistance for persons with intellectual disabilities. This is a one-time grant.

IV. **Analysis**

This grant is a one-time award for the purpose of providing flexible transition funding to help at least 30 people with intellectual and developmental disabilities in the Hampton Roads region to transition into their own homes.

V. **Financial Impact**

The \$165,000 grant received for FY 2016 from DBHDS is restricted funding to the regional Community Services Board's ("CSB's") consumers with intellectual disabilities. No local cash match is required and there is no ongoing commitment for rental assistance. These are funds to provide one-time start-up costs to move into housing.

VI. Environmental

N/A. Units selected by consumer will be inspected to ensure housing quality and safety.

VII. Community Outreach/Notification

Regional and state stakeholders assisted in the development of the plan for the use of funding. Public notification for this agenda item was conducted through the City of Norfolk's agenda notification process

VIII. Board/Commission Action

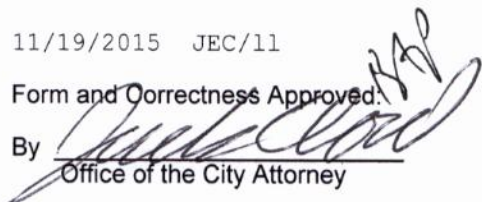
Project was announced to the Norfolk CSB Board of Directors.

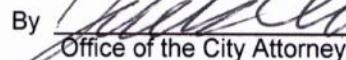
IX. Coordination/Outreach

This letter and ordinance have been coordinated with the Department of Finance, the Office of Budget and Strategic Planning, and the City Attorney's Office.

Supporting Material from the City Attorney's Office:

- Ordinance
- Funding Award Letter

Form and Correctness Approved: 

By 
Office of the City Attorney

Contents Approved:

By 
DEPT. NCSB

NORFOLK, VIRGINIA

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund from which it is drawn and not appropriated for any other purpose.

\$ 165,000

2275-31-9130-9130 ¹²


Director of Finance

Account
11/20/15
Date

ORDINANCE No.

AN ORDINANCE ACCEPTING A GRANT AWARD OF \$165,000.00 FROM THE VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES TO ASSIST THE COMMUNITY SERVICES BOARD'S CONSUMERS WITH INTELLECTUAL DISABILITIES IN MOVING FROM INSTITUTIONAL SETTINGS INTO MORE INDEPNEDENT COMMUNITY SETTINGS AND APPROPRIATING AND AUTHORIZING FOR EXPENDITURE THE GRANT FUNDS.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a grant of \$165,000.00 from the Virginia Department of Behavioral Health and Developmental Services to assist the Community Services Board's consumers with intellectual disabilities in moving from institutional settings is hereby accepted.

Section 2:- That \$165,000.00 in grant funds is hereby appropriated and authorized for expenditure, if and when made available from the Virginia Department of Behavioral Health and Developmental Services.

Section 3:- That this ordinance shall be in effect from and after its adoption.



COMMONWEALTH of VIRGINIA

DEBRA FERGUSON, Ph.D.
COMMISSIONER

DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES

Post Office Box 1797
Richmond, Virginia 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

June 29, 2015

Ms. Sarah Fuller
Executive Director
Norfolk Community Services Board
225 West Olney Road
Norfolk, VA 23510-1523

Housing and Supportive Services "100 Day Challenge" - Flexible Funding

Dear Ms. Fuller:

I would like to take this opportunity to thank your Community Service Board (CSB) for its participation in the Commonwealth's Housing and Supportive Service (HSS) "100-Day Challenge". During the launch event, held on June 3rd and 4th, the regional teams indicated that flexible funding to support the transition of individuals with an intellectual and developmental disability (I/DD) into their own homes, is critically needed to assist the teams as they move forward with implementing their "100-day" action plans to connect the above mentioned population with their own housing.

In support of the request made by each of teams at the HSS launch event, the Department of Behavioral Health and Developmental Services (DBHDS) is planning to transfer \$165,000 in one-time funding to your organization for the purpose of providing flexible transition funding to help at least 30 people with I/DD in the Hampton Roads region access integrated, independent housing. Any use of the \$165,000 amount must be directly connected to the HSS initiative, and ultimately result in a person with I/DD accessing quality integrated and independent housing. Anticipated expenses include, but are not limited to, security deposits, utility deposits and connection fees, moving expenses, furniture expenses, temporary support staff expenses and etc. DBHDS will allow your CSB to use up to \$15,000 for the life of this project to help defray administrative cost associated with serving as the fiscal agent for the region.

June 29, 2015

Page Two

Please note that the \$165,000 is restricted to the uses outlined in this letter and any FY 2015 state funds unspent for this project shall remain restricted after the end of the fiscal year and the CSB shall use these unspent FY 2015 state funds to defray project costs in the following fiscal years. Any deviation from the activities outlined in this letter must be approved in writing by DBHDS.

Beginning on August 20, 2015, your CSB shall submit, to the Department's housing specialist, monthly reports detailing the prior month's expenditures. The Department in its sole discretion may require the CSB to return all or a portion of the unspent state funds to the Department within 30 days of receiving the written notice from the Department. If the CSB does not remit these funds, the Department may withhold an equivalent amount from future semi-monthly payments to the CSB.

I would like to thank you again for serving as the region's fiscal agent and for your involvement in the HSS "100-Day Challenge".

Sincerely,

A handwritten signature in black ink, appearing to read 'Connie Cochran', with a long horizontal line extending to the right.

Connie Cochran
Assistant Commissioner for
Developmental Services